



City of San Bruno Culture & Arts Commission Public Art Program Recognition Sculpture Project

Call for Artists

Deadline: November 13, 2009

Call Summary

The City of San Bruno and the Culture & Arts Commission are providing an opportunity for emerging and established artists to create a large scale, recognition sculpture in a public outdoor space. The artist will provide the original design concept, fabricate the sculpture and assemble it on site at San Bruno City Park. The artist will also provide a plan to the Community Services Department for the adding of recognition elements and ongoing maintenance of the sculpture. The competition is open to all artists eighteen years of age or older. The design is to be the original work of the artist. Artist collaborative teams are eligible to apply. Artists are required to submit their qualifications as well as a specific proposal for the designated site for the City of San Bruno "Recognition Sculpture Project." It is anticipated that the total project budget will range from \$30,000 to \$50,000, based on the size of the sculpture being proposed. The deadline for submittal of all required proposal documents is November 13, 2009. Please refer to the Budget, Schedule and Proposal Requirements sections of this Call for Artists for specific information. Affordable project budget will be one of the selection criteria.

Project Description

The City of San Bruno seeks to commission a 3-dimensional recognition sculpture to serve as a visual focal point in San Bruno City Park. The sculpture's purpose is to honor San Bruno residents, living and deceased, and should create a contemplative and life-affirming impression. The sculpture will be utilized as one of the methods of recognition as outlined in the City Council approved Memorial Recognition Policy (see Attachment 1). The sculpture must be durable, graffiti and vandalism proof, appropriate to the location, easily maintained, and able to withstand outdoor exposure to the elements over time. The sculpture may consist of a single element or multiple sculptural elements. The artist must also take into consideration the purpose of the sculpture as a medium for honoring citizens of the City of San Bruno. The sculpture should include a means by which City staff may easily add names to the sculpture over time without the assistance of the artist. The sculpture should have options for including multiple recognition categories and should allow for expansion over time as names are added. Recognition name elements should include either fonts, sizes, shapes, colors or other distinguishing elements that create separate and distinct categories of recognition. The recognition portions of the sculpture should not be placed underfoot or anywhere that there may be foot traffic. Recognition portions should only be placed above ground or on the surface of the sculpture. Elements that are desired in the sculpture and surrounding area are: seating, lighting, and landscaping. Additional elements such as the use of water or interactive media are also acceptable, provided the artist can demonstrate the feasibility of using and easily maintaining such elements at the selected site. Works in all varieties of media will be considered.

Once the final sculpture is completed, installed and accepted by the City of San Bruno, it will become the property of the City of San Bruno. The City of San Bruno will have an exclusive and royalty-free license to use copy and publish images of the public art piece in promotional materials. Artist will be required to sign an Agreement, which will include a waiver of the artist's ownership moral rights. The artist will retain the right to use images of the work in online and printed materials to demonstrate their experience and qualifications. A copy of the draft Agreement and other proposal documents is available on the Commission website (www.sanbruno.ca.gov/commission_culture.asp).

Sculpture Goals

The goal for the sculpture is to serve as a recognition art installation that accomplishes the following:

- Contributes to the quality of life of our citizens by increasing their access to visual arts and creating a more aesthetically pleasing environment.
- Inspires a sense of peace, contemplation, and civic pride in those that visit the site.
- Can be understood and be appreciated by the average resident.
- Provides an easy, flexible, and expandable method of updating the sculpture as names are added.

Project Budget

The budget will be determined by the overall size of the proposed sculpture and will range from \$30,000 up to \$50,000. The budget allocated shall be inclusive of all costs associated with design, fabrication, materials, travel, installation, insurance and documentation of the artwork. Cost will be one of the criteria for selection.

Site Location and Sculpture Specifications

The sculpture will be located in San Bruno City Park. The 31-acre park is classified as a community park and was established in 1940. Types of amenities available are: baseball, softball, aquatics center, play equipment, tennis courts, picnic areas, par course, pavilion, perimeter path, and Recreation Center. The park is located along Crystal Springs Road between interstate 280 and El Camino Real in South San Bruno. The park adjoins Junipero Serra County Park to the west.

The specific site that has been chosen for the sculpture is the area between the Veteran's Memorial Recreation Center and baseball diamond #3. The site is bordered by a perimeter path and Crystal Springs Road. The topography of the site is flat, transitioning into a sloped hill approximately 10 feet in elevation from the perimeter path. There is a stand of Eucalyptus trees at the top of the rise, near Crystal Springs Road. Artists should work with the existing landscape in their design; no trees will be removed to accommodate this project without prior City approval and demonstrated need on the part of the artist. Artists are strongly encouraged to visit the site in

order to provide the best possible design (See Attachment 2 for a map of the site location, diagram, and photographs of the site). The selected artist shall provide all materials and labor and will be required to complete installation of the sculpture. Anti-graffiti and anti-vandalism materials should be taken into consideration for preservation of the sculpture. The sculpture shall be fabricated offsite. A scale model showing the sculpture *in situ* at “rendering” stage shall be submitted to the City for review and approval with the proposal submittal. A full scale model in comparable proportions and medium to proposed sculpture shall be the basis for final artist selection. The selected artist shall be responsible for installing the sculpture including mounting supports, details of which shall be submitted to the City for review and approval before sculpture is installed.

It is anticipated that the Artist will guarantee and warrant that the final sculpture shall remain in good condition for a period of at least twenty years.

San Bruno Parks System

The City of San Bruno has an extensive system of 19 public parks and recreational facilities that range from ¼-acre pocket parks to 31-acre multiuse parks. These facilities are spread throughout the City, and each has its own unique characteristics and identity. The San Bruno Parks and Recreational Facilities System should not only be viewed as individual parcels of land, but also as a larger collection that unites the citizens through outdoor and indoor sports, recreation, and leisure opportunities. A complete list of City parks can be found at:

http://www.sanbruno.ca.gov/parks_locations.html.

To view a copy of the City of San Bruno Comprehensive Parks & Recreational Facilities Master Plan please contact the San Bruno Public Library at 650.616.7078 or via email at sbpl@plsinfo.org

A copy of this request for proposals, as well as site photographs and additional information can be found at:

http://www.sanbruno.ca.gov/commission_culture.asp.

Contact person for inquiries regarding Call for Artists:

John Alita, Assistant Library Services Director,
650-616-7017

Proposal Submittal Requirements

Artists interested in this project must prepare and submit the following:

1. Professional résumé (two pages maximum for each team member).

2. Annotated Visual Support Materials. Images or slides of recent work must be provided with the artist's name, title or location of artwork, medium, date of work, dimensions and a short description of the artwork. Indicate cost where applicable.
3. Proposal (typed four page maximum):

Theme: Describe the overall "theme" and style of art to be produced. Provide a composite, 3-Dimensional sketch, in a minimum size of 11 inches by 17 inches, which clearly represents the final design of the sculpture. Explain your proposed schedule, process, medium, and method by which you developed your concept and design.

Fabrication and Installation: Describe the anticipated fabrication and installation needs for the sculpture. Be sure to include information that will help facilitate the artistic integrity of your work:

- a. How much space will the sculpture need?
 - b. Describe how you envision the installation.
 - c. Describe special equipment or other needs.
4. Preliminary Budget (typed one page maximum): Include a cost estimate for all facets, including but not limited to artist fees, travel expenses, materials costs, and anticipated fabrication and installation costs. Artist is responsible for installation of the sculpture.
 5. Three references: Include client name, address, and phone number.

All proposal documents can be sent by regular mail or emailed to cultureandarts@sanbruno.ca.gov. Please send mailed documents to:

**Attn: San Bruno Culture & Arts Commission
Recognition Sculpture Project
701 Angus Avenue West
San Bruno, CA 94066**

Application materials will not be returned. Please make sure to retain copies of all application materials submitted for proposal.

Selection Process and Criteria

City staff will review all entries initially for general eligibility and accuracy. The entries will then be juried by a subcommittee of members of the Culture & Arts Commission and Parks and Recreation Commission for selection of the top two to three finalists. The top two to three selected artists will be required to prepare a full composite scale model that closely approximates the final sculpture *in situ*, in comparable proportions and medium. This final phase of the selection process will provide an honorarium of \$750 for each scale model requested to be provided by the top candidates. The scale models will become property of the City of San Bruno. Models will be presented for final selection to the full Culture & Arts Commission and Parks and

Recreation Commission. The Commissions will recommend the final artist selection to the City Council for approval.

Competition criteria include:

- The quality and artistic merit of the proposed sculpture;
- Appropriateness of the sculpture to the project site;
- Appropriateness of the artist's medium;
- The recognition method and its ability to be easily implemented, continued, and maintained by City staff;
- Experience with projects of similar scale and scope;
- Availability to fabricate and install the sculpture during the required time period and within projected budget allowance.

The Culture & Arts Commission reserves the right to reject any and all design proposals as well as the right not to award any contract for this project. A subcommittee comprised of members of the Culture & Arts Commission and Parks & Recreation Commission will recommend their selection of the top finalist. Staff will work with that artist to negotiate an Artwork Production Agreement. Should negotiations fail to reach a mutually acceptable Agreement; the next top candidate will be called to negotiate a mutually acceptable Agreement, until a final Agreement is fully executed.

Timeline

Entries Due	November 13, 2009
Application Review	November 16 – December 11, 2009
Notification of Finalists	January 8, 2010
Time Period for Production of Scale Model	January 11 – February 5, 2010
Review of finalist models by Culture & Arts and Parks and Recreation Commissions	February 17-18, 2010
Commission Recommendation presented to San Bruno City Council	March 23, 2010
Notification of Artist Selected	March 24, 2010
Artwork Production Contract Signed	April 27, 2010
Sculpture Fabrication	May 3 – November 5, 2010
Sculpture Installation	by December 3, 2010

Please note that this is an estimated timeline and is subject to change.

**San Bruno Parks and Recreation Commission
Memorial/Recognition Ad-Hoc Committee**

MEMORIAL RECOGNITION POLICY

POLICY GOALS

It is the intent of the City of San Bruno to establish and maintain a policy that allows the community to appropriately honor those individuals, organizations or groups that have served their community in an extraordinary way. The goal of the Memorial Recognition Policy is to provide the City of San Bruno with a protocol that identifies an appropriate and consistent method of identifying and honoring those in our community who have exhibited extraordinary service and to provide residents of the City a means for paying tribute to loved ones. The Memorial Recognition policy also outlines the procedures and criteria pertaining to the bestowal of each method of recognition.

MEMORIAL RECOGNITION

Two levels of memorial recognition have been defined as qualifying for special consideration by the City Council. The first level is reserved for those persons who have demonstrated extraordinary service to the City. Persons who meet the Criteria for Recognition of Extraordinary Service are eligible to have a City facility or facility component named in their honor.

Criteria for Recognition of Extraordinary Service:

- A minimum of twenty-five (25) calendar years of dedicated service to San Bruno.
- Service rendered had positive impact for the citizens of San Bruno.
- Was viewed as an appropriate role model in the community.
- Made significant contributions to the community by developing new programs, providing leadership for the continuation and enhancement of existing programs, or by providing new or improving existing facilities.
- Was actively involved in multiple community programs and influenced the lives of many San Brunans.
- Must be nominated by more than one recognized San Bruno organization.
- The individual or organization must have a clear connection to the component or facility being named.
- The nominee must have been deceased for at least one year.

The second level recognizes individuals that serve our community in exceptional ways yet whose service does not meet the criteria established for having a component or facility named in their honor. In order to appropriately recognize those deserving individuals, the City of San Bruno has established Criteria for Recognition of Special Service and honors recipients through

permanent forms of recognition including but not limited to memorial trees, memorial art installations and other special naming conventions.

Criteria for Recognition of Special Service:

- A minimum of fifteen (15) years dedicated service to San Bruno.
- Service rendered had positive impact for the citizens of San Bruno.
- Was viewed as an appropriate role model in the community.
- Made significant contributions to the community by developing new programs, providing leadership for the continuation and enhancement of existing programs, or by providing new or improving existing facilities.
- Must be nominated by at least one recognized San Bruno organization.
- The nominee must have been deceased for at least one year.

The naming of a City of San Bruno facility, component, or other naming honor shall be considered permanent. No City of San Bruno facility or component shall be renamed after the original honor is bestowed. Under extraordinary circumstances, where the naming of a City of San Bruno facility or component is considered to place the City of San Bruno in a negative or embarrassing light, the City Council may choose to revoke the honor.

Nomination and Selection Procedures: Nominations for recognition are solicited from recognized community organizations on an ongoing basis through the City Clerk's office. Once per year, the appropriate commission or committee will review the merits of each application and will then make a recommendation to the City Council, who will select no more than two awardees per category per year. Four affirmative City Council votes are required for selection. No organization may submit more than two nominations per year.

Fiscal Impact: It is proposed that any cost related to the recognition of an individual, be borne by the donating party. Further, it is suggested that a predetermined amount in excess of actual costs be established with funds obtained to be deposited in the General Fund.

SUPPLEMENTAL RECOGNITION PROGRAMS

PERSONAL TRIBUTES

Background: It is a recognized need that members of the community want the opportunity to provide a permanent, lasting tribute for friends or loved ones. It has also been recognized that

there is significant interest in providing opportunities for individuals, groups or organizations to honor and pay tribute to those who have served the community, yet have not met the criteria identified above. The goals for all methods of personal tribute in San Bruno are to provide a tasteful form of recognition that enhances the community.

Nomination and Selection Procedures: Individuals and/or organizations can obtain a pamphlet from the office of the City Clerk that contains the current guidelines for making a personal tribute in the form of having a tree planted, making a donation to the City, or some other form of recognition. Plaques indicating the location of the planted tree and/or the donation amount may become integrated in the art installation that is designated for memorials and community recognitions. The City of San Bruno reserves the right to approve any and all requests to participate in this personal tribute recognition program.

Fiscal Impact: It is proposed that any cost related to the recognition of an individual, group or organization, be borne by the donating party. Further, it is suggested that a predetermined amount in excess of actual costs be established with funds obtained going toward enhancement of a specific program or facility.

RECOGNITION OF ORGANIZATIONS AND COMMUNITY SERVICE DONATIONS

On occasion the City of San Bruno may choose to recognize and honor individuals, groups or organizations that have made significant, one-time donation. A significant donation of community service, money or property is one that greatly assists in the development of the City by providing land, facilities, services or funds.

The City Council has the prerogative to recognize s in an appropriate manner that may range from naming a facility or component to placing a plaque at the site of the development.

Should an individual, group or organization wish to donate equipment to the City of San Bruno, staff shall have the opportunity to predetermine the need for the equipment and establish the specifications for the equipment. The acceptance of any donated equipment must enhance City facilities or programs.

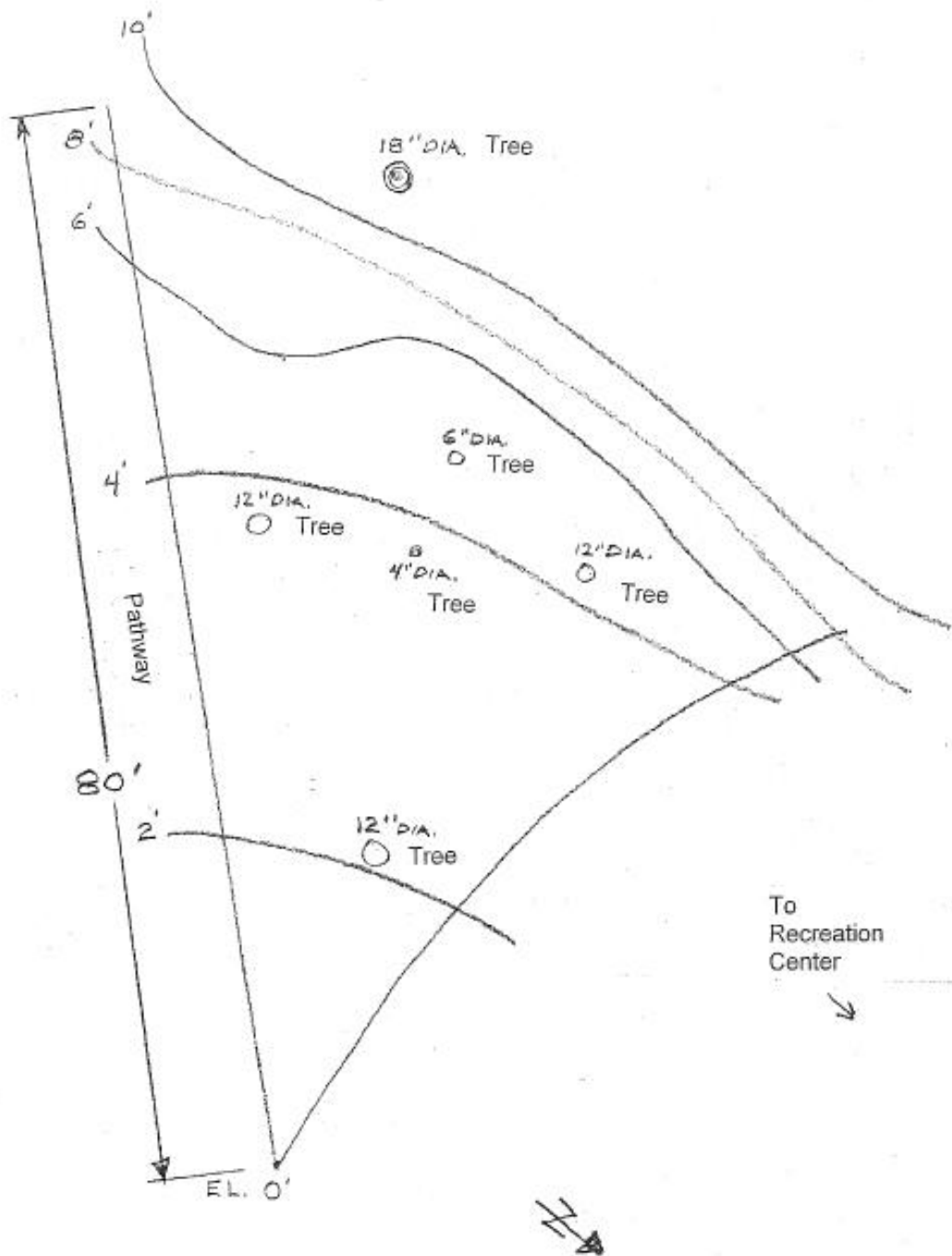
Attachment 2

Site Photographs and Diagram



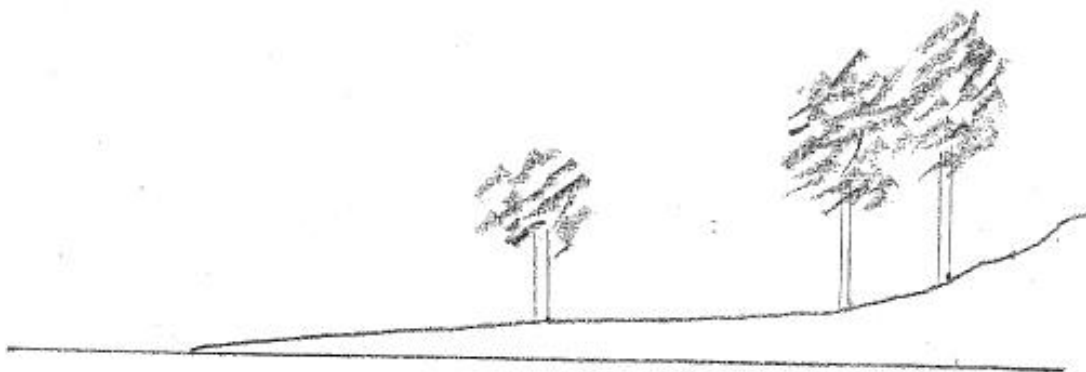






City of San Bruno
 251 City Park Way
 Area of Proposed Artwork
 Scale: 3/32" = 1'-0"

Elevation Profile



City of San Bruno
251 City Park Way
Area of Proposed Artwork

